



CAIT

Center for Advanced Infrastructure & Transportation
Rutgers, The State University of New Jersey

QUARTERLY PROGRESS REPORT

Project Title:	New Jersey State LTAP Technology Transfer Center (FHWA) 2008		
RFP NUMBER:		NJDOT RESEARCH PROJECT MANAGER: W. Lad Szalaj	
TASK ORDER NUMBER: 223 / 4-23049		PRINCIPAL INVESTIGATOR: Dr. Ali Maher	
Project Starting Date: 01/01/2008 Original Project Ending Date: 12/31/2008		Period Covered: 1st Quarter 2008	

Task #	Task	% of Total	Fixed Budget	% of Task this quarter	Cost this quarter	% of Task to date	Total cost to date
1	Mobilization	0.00%	0.00%	0.00%	\$ -	0.00%	\$ -
2	Maintain Contact Lists	3.18%	\$ 6,828	25.00%	\$ 1,707	25.00%	\$ 1,707
3	Publish Newsletter	8.74%	\$ 18,791	25.00%	\$ 4,698	25.00%	\$ 4,698
4	Distribute Technology Transfer Materials	3.75%	\$ 8,064	25.00%	\$ 2,016	25.00%	\$ 2,016
5	Provide Information Service	16.00%	\$ 34,414	25.00%	\$ 8,604	25.00%	\$ 8,604
6	Provide Training Courses	53.45%	\$ 114,918	35.00%	\$ 40,221	35.00%	\$ 40,221
7	Evaluate Effectiveness of Program	5.81%	\$ 12,481	25.00%	\$ 3,120	25.00%	\$ 3,120
8	Special Projects	9.07%	\$ 19,504	25.00%	\$ 4,876	25.00%	\$ 4,876
9		0.00%		0.00%	\$ -	0.00%	\$ -
10		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
11		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
12		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
13		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
14		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
15		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
16		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
17		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
18		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
19		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
20		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
	TOTAL	100.00%	\$ 215,000		\$ 65,242		\$ 65,242

Blue text is entered once at the beginning of the project

Green text is updated ever quarter

Black text is automatically updated or static



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Project Objectives:

The New Jersey Local Technical Assistance Program (LTAP) has a mission to become an information clearinghouse to foster a safe, efficient, environmentally sound transportation system by improving the skills and knowledge of the transportation industry through technology transfer activities, such as training, technical assistance and dissemination of resources.

The objectives of this project are to continue to diversify and expand the customer base, deliver quality customer service, communicate the program values to partners and clients, and enhance the technology transfer network, through the activities of the New Jersey Local Technical Assistance Program (LTAP).

Project Abstract:

The New Jersey Local Technical Assistance Program (LTAP) will continue to maintain mailing lists, publish a monthly newsletter, provide technical assistance, provide training, and evaluate the effectiveness of the program on an ongoing basis throughout the project.

The technology transfer services of LTAP have been expanded to support the transportation industry through the promotion of best practices, new research, products, and proven technologies that are applicable to New Jersey roadways.

Center Name: New Jersey LTAP

Reporting Period: January 1, 2008 to March 31, 2008

Program Dashboard

Total number of training sessions:	<u>37</u>
Total number of participants:	<u>1,882</u>
Total number of participant hours:	<u>13,406</u>
Total newsletter circulation:	<u>11,160</u>
Total number of LTAP/TTAP FTEs:	<u>2.5</u>



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Training Data

Safety

The Safety metric is divided into 2 categories: Highway Safety and Worker/Workplace Safety. Count the training your center conducted or had responsibility for conducting, such as training co-sponsored with a partner.

Worker/Workplace Safety

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Hazards Associated w/Fertilizers, Insecticides, Herbicides	2.5	1	10					10	25
Grounds Maintenance Safety	2.5	1	10					10	25
TOTAL	5	2	20					20	50

Highway Safety

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Work Zone Safety Awareness Program	6	5	12		41		95	108	648
Traffic Control Coordinator Program	32	7					189	189	6,048
Road Safety Audit Train-the-Trainer	7	2	25		13	2	20	60	420
Traffic Control Coordinator Refresher	4	1	10					10	40
Work Zone Safety NJ Specific	4	1	10					10	40
Municipal Engineering Construction Inspection Work Zone Safety	2	2	53					53	106
MUTCD Update	3	1	20		6		10	36	108
TOTAL	58	19	130		20	2	314	506	7,650



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Infrastructure Management

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Municipal Engineering Construction Inspection Program Asphalt Construction	3	2	62					62	186
Municipal Engineering Construction Inspection Program Concrete	3	2	53					53	159
Municipal Engineering Construction Inspection Program Underground Conduit Construction	3	2	62					62	186
Municipal Engineering Construction Inspection Program Soils	3	2	62					62	186
Asphalt Roads: Common Maintenance Problems	2.5	1	10					10	25
Drainage Maintenance; The Key To Roads That Last	2.5	1	10					10	25
NJDEP Update for Public Works	3	1	23					23	69
Introduction to Streetscapes	3	1	10					10	30
Landscape Restoration	3	1	10					10	30
NJ Rutgers Asphalt Paving Conference	6	2	600					600	3,600
Transit Oriented Development	2	1			15		43	58	116
Congestion Pricing	2	1			19		76	95	190
TOTAL	34	17	902		34		119	1,055	4,802



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Workforce Development

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Municipal Engineering Construction Inspection Program Contract Documents	3	2	62					62	186
Municipal Engineering Construction Inspection Program Public Relations	1.5	2	53					53	79.5
Municipal Engineering Construction Inspection Program Regulatory Agencies	5	2	53					53	265
Municipal Engineering Construction Inspection Program Inspection Records and Duties	3	2	62					62	186
Systems Thinking Workshop	6	1	18					18	108
Municipal Engineering Construction Inspection Program Local Government	1.5	2	53					53	79.5
TOTAL	20	11	301					301	904



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Newsletter / Published Resources Data

Circulation

Name of Newsletter	Circulation				
	Local	Tribal	State	Federal	Other
Just the CAIT LTAP FAX	1,898	8	924	161	729

Number of Articles per Focus Area

Newsletter Issue	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Volume 9, Number 10	1	1	1	3	2
Volume 9, Number 11	1	1	1	2	2
Volume 9, Number 12	2	1	1	2	2

Materials Distribution Data

Material Types	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Publications	1,080	40	1,706	53	475
CDs					45
Videotapes					
DVDs					
Downloads					
Others [insert]		350	100		
TOTAL:	1,080	390	1,806	53	520



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Technical Assistance Data

Estimate the total percentage of time spent by your Center staff providing technical assistance during the past quarter: **30%**

Activities Related to Program Stakeholders

Organization	Activities					
	# of times center distributed information for this organization (mail, e-mail, fax, etc.)	# of joint training sessions	# of joint conferences	# of joint special programs	# of articles reprinted in LTAP/TTAP newsletters from this organization	# of center staff participating in national program efforts
National Stakeholders						
FHWA (HQ, Resource Center)	4	2			3	1
AASHTO					1	
NACE	1				1	1
APWA					4	1
TRB	2				1	1
Salt Institute						
State/Local Stakeholders						
FHWA Division						2
State DOT/govt	1					3
AASHTO Chapter						
NACE Chapter				1		2
APWA Chapter	4	1		1		2
ITE	1	2				1
Other Stakeholders						



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NJ Society of Municipal Engineers						3
NJ Div of Highway Traffic Safety	3					2
NJ Asphalt Pavement Assoc.	3			1		1
NJ WZS Partnership	3				2	2

1. Progress this quarter by task, with specific deliverables:

A. Maintain Contact Lists

- The contact list database was updated to include updated addresses for 2008 New Jersey county engineers, public works departments and current New Jersey Chapter APWA members.

Revisions/Deletions

Ongoing

B. Publish Newsletter

- 3,720 individuals received each issue of the newsletter. Three issues of the newsletter were produced during this quarter. Electronic distribution of the newsletter occurred via e-mail.

Volume 10, Number 1

January 2008

Volume 10, Number 2

February 2008

Volume 10, Number 3

March 2008

C. Distribute Technology Transfer Materials

- 3,549 technical materials were distributed this quarter.

NJDOT Work Zone Safety Setup Guide

January - March 2008

Pavement Distress Identification Guide

February 2008

New MUTCD Retro-reflectivity Requirements

February-March 2008

D. Provide an Information Service

Technical Assistance

Ongoing

NLTAPA Executive Committee Meeting

January 12-13, 2008



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NLTAPA General Meeting	January 12, 2008
Transportation Research Board Presentation	January 15, 2008
TRB Tech Transfer Committee Meeting	January 16, 2008
NJ Work Zone Safety Partnership Meeting	January 17, 2008
NACE Meeting	January 18, 2008
NJ LTAP Stakeholder Meeting	February 1, 2008
NJ Police Traffic Officers Meeting	February 6, 2008
NJDHTS Safe Passages Committee Meeting	February 8, 2008
NLTAPA Executive Committee Meeting	February 11, 2008
NJ Work Zone Safety Partnership Meeting	February 21, 2008
APWA NJ Executive Committee	February 28, 2008
NJ Rutgers Asphalt Paving Conference	March 3-4, 2008
NLTAPA Executive Committee Meeting	March 10, 2008
County and Municipal Traffic Engineers Meeting	March 11, 2008
NJ Work Zone Safety Partnership Meeting	March 25, 2008
APWA NJ Executive Committee Meeting	March 26, 2008

E. Training

Municipal Engineering Construction Inspection Part 1	January 16, 2008
NJDEP Update for Public Works	January 17, 2008
Systems Thinking Workshop	January 18, 2008
Work Zone Safety Awareness Program	January 18, 2008
Traffic Control Coordinator	January 22-25, 2008
Municipal Engineering Construction Inspection Part 1	January 23, 2008
Traffic Control Coordinator	January 29 - February 1, 2008
Municipal Engineering Construction Inspection Part 1	January 30, 2008
Work Zone Safety Awareness Program	February 4, 2008
Traffic Control Coordinator	February 5-8, 2008
Traffic Control Coordinator	February 12-15, 2008
Municipal Engineering Construction Inspection Part 2	February 13, 2008
Municipal Engineering Construction Inspection Part 2	February 20, 2008
Congestion Pricing	February 20, 2008
Transit Oriented Development	February 20, 2008
Municipal Engineering Construction Inspection Part 2	February 27, 2008
Work Zone Safety Awareness Program	February 29, 2008
Municipal Engineering Construction Inspection Part 1	March 5, 2008
Road Safety Audit Train the Trainer	March 6 & 7, 2008
Work Zone Safety Awareness Program	March 10, 2008
MUTCD Update	March 11, 2008
Traffic Control Coordinator	March 11-14, 2008
Municipal Engineering Construction Inspection Part 1	March 12, 2008
Traffic Control Coordinator	March 17-20, 2008
Hazards Associated w/Fertilizers, Insecticides, Herbicides	March 17, 2008



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Grounds Maintenance Safety	March 17, 2008
Municipal Engineering Construction Inspection Part 1	March 19, 2008
Drainage Maintenance: The Key to Roads that Last	March 20, 2008
Asphalt Roads: Common Maintenance Problems	March 20, 2008
Traffic Control Coordinator	March 25-28, 2008
Road Safety Audit Train the Trainer	March 26 & 27, 2008
Municipal Engineering Construction Inspection Part 2	March 26, 2008
Introduction to Streetscapes	March 27, 2008
Landscape Restoration	March 27, 2008
Work Zone Safety Awareness Program	March 31, 2008
Traffic Control Refresher	March 31, 2008
Work Zone Safety NJ Specific	March 31, 2008
F. Evaluate the Effectiveness of the Program	

Course Evaluations	Ongoing
Stakeholder Meeting	February 1, 2008
January – March 2008 Quarterly Report	March 2008

G. Special Projects

TRB Presentation on Technology Transfer	January 2008
Draft of 2006 Implementation Study Results	January 2008
Interviews with NJDOT Research Customers	January-March 2008

2. Proposed activities for next quarter by task:

A. Maintain Contact Lists

- The mail list will be continually be updated on an as needed basis.

B. Publish Newsletter

- The NJ LTAP newsletter will remain on a monthly publishing schedule.

C. Distribute Technology Transfer Materials

- Technology transfer materials will be distributed during training programs, and by request. The lending library is always available.

D. Provide Information Service



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- Technical assistance will be provided in response to any inquiries made via telephone, fax, or e-mail.
- NJ LTAP staff will attend the Region One LTAP Meeting April 8-9 in Rhode Island.
- NJ LTAP staff will attend the 9th Annual New Jersey Work Zone Safety Conference April 10, 2008.
- NJLTAP staff will exhibit at the Annual Public Works Expo April 22, 2008.
- NJLTAP staff will make a presentation at the New Jersey TransAction Conference April 3, 2008.
- NJ LTAP staff will continue to serve as Representative of Region One to the National LTAP Association, as Chair of the Association's Internal Communications Workgroup, and on the NLTAPA Clearinghouse Committee.
- NJ LTAP staff will continue to serve on various committees of professional organizations.

E. Provide Training Courses

- Training programs are scheduled for the next quarter in the following areas:

Municipal Engineering Construction Inspection Program
Traffic Control Coordinator Program
Work Zone Safety Awareness Program
Road Scholar One Program
Road Scholar Two Program
Traffic Engineering
Transportation/Infrastructure Seminars

F. Evaluate Effectiveness of Program

- Evaluations will continue to be distributed at each program.
- A Stakeholder Committee meeting will be held in June 2008.
- A Steering Committee meeting will be held every other month and/or on an as-needed basis to review program activities and initiatives, as well as to set long-term goals.

G. Special Projects



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- Attend NJDOT Research Project Quarterly Meetings
- Interviews with NJDOT Research customers
- Draft of 2004 and 2005 Implementation Study results

4. Progress on Implementation and Training Activities:

All of the activities of this technology transfer project, and their implementation dates are included above.

5. Problems/Proposed Solutions:

Total Project Budget	\$215,000
Modified Contract Amount:	\$
Total Project Expenditure to date	\$65,242
% of Total Project Budget Expended	30.35%

NJDOT Research Project Manager Concurrence: _____ Date: _____



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QUARTERLY PROGRESS REPORT

Project Title:	New Jersey State LTAP Technology Transfer Center (STATE) 2008		
RFP NUMBER:		NJDOT RESEARCH PROJECT MANAGER: W. Lad Szalaj	
TASK ORDER NUMBER: TO 223 4-20725		PRINCIPAL INVESTIGATOR: Dr. Ali Maher	
Project Starting Date: 01/01/2008 Original Project Ending Date: 12/31/2008 Modified Completion Date:		Period Covered: 1 st Quarter 2008	

Task #	Task	% of Total	Fixed Budget	% of Task this quarter	Cost this quarter	% of Task to date	Total cost to date
1	Mobilization	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
2	Literature Search	0.00%		0.00%	\$ -	0.00%	\$ -
3	Maintain Contact Lists	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
4	Publish Newsletter	0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
5	Distribute Technology Transfer Materials	0.84%	\$ 504	0.00%	\$ -	0.00%	\$ -
6	Provide Information Service	31.77%	\$ 19,062	25.00%	\$ 4,766	25.00%	\$ 4,766
7	Provide Training Courses	33.04%	\$ 19,827	25.00%	\$ 4,957	25.00%	\$ 4,957
8	Evaluate the Effectiveness of Program	1.19%	\$ 712	25.00%	\$ 178	25.00%	\$ 178
9	Special Projects	33.16%	\$ 19,895	40.00%	\$ 7,958	40.00%	\$ 7,958
10		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
11		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
12		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
13		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
14		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
15		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
16		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
17		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
18		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
19		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
20		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -
	TOTAL	100.00%	\$ 60,000		\$ 17,859		\$ 17,859

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Project Objectives:

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The technology transfer services of LTAP have been expanded to support the transportation industry through the promotion of best practices, new research, products, and proven technologies that are applicable to New Jersey roadways.

Center Name: New Jersey LTAP

Reporting Period: January 1, 2008 to March 31, 2008

Program Dashboard

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**CAIT**Center for Advanced Infrastructure & Transportation
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The Safety metric is divided into 2 categories: Highway Safety and Worker/Workplace Safety. Count the training your center conducted or had responsibility for conducting, such as training co-sponsored with a partner.

Worker/Workplace Safety

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Hazards Associated w/Fertilizers, Insecticides, Herbicides	2.5	1	10					10	25
Grounds Maintenance Safety	2.5	1	10					10	25
TOTAL	5	2	20					20	50

Highway Safety

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Work Zone Safety Awareness Program	6	5	12		41		95	108	648
Traffic Control Coordinator Program	32	7					189	189	6,048
Road Safety Audit Train-the-Trainer	7	2	25		13	2	20	60	420
Traffic Control Coordinator Refresher	4	1	10					10	40
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Municipal Engineering Construction Inspection Work Zone Safety	2	2	53					53	106
MUTCD Update	3	1	20		6		10	36	108
TOTAL	58	19	130		20	2	314	506	7,650



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Infrastructure Management

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Municipal Engineering Construction Inspection Program Asphalt Construction	3	2	62					62	186
Municipal Engineering Construction Inspection Program Concrete	3	2	53					53	159
Municipal Engineering Construction Inspection Program Underground Conduit Construction	3	2	62					62	186
Municipal Engineering Construction Inspection Program Soils	3	2	62					62	186
Asphalt Roads: Common Maintenance Problems	2.5	1	10					10	25
Drainage Maintenance; The Key To Roads That Last	2.5	1	10					10	25
NJDEP Update for Public Works	3	1	23					23	69
Introduction to Streetscapes	3	1	10					10	30
Landscape Restoration	3	1	10					10	30
NJ Rutgers Asphalt Paving Conference	6	2	600					600	3,600
Transit Oriented Development	2	1			15		43	58	116
Congestion Pricing	2	1			19		76	95	190
TOTAL	34	17	902		34		119	1,055	4,802



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Workforce Development

Session Name	Session Length [hours]	Total # of Sessions	Total # of participants					Total # of Participants	Total Participant Hours
			Local	Tribal	State	Federal	Other		
Municipal Engineering Construction Inspection Program Contract Documents	3	2	62					62	186
Municipal Engineering Construction Inspection Program Public Relations	1.5	2	53					53	79.5
Municipal Engineering Construction Inspection Program Regulatory Agencies	5	2	53					53	265
Municipal Engineering Construction Inspection Program Inspection Records and Duties	3	2	62					62	186
Systems Thinking Workshop	6	1	18					18	108
Municipal Engineering Construction Inspection Program Local Government	1.5	2	53					53	79.5
TOTAL	20	11	301					301	904



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Newsletter / Published Resources Data

Circulation

Name of Newsletter	Circulation				
	Local	Tribal	State	Federal	Other
Just the CAIT LTAP FAX	1,898	8	924	161	729

Number of Articles per Focus Area

Newsletter Issue	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Volume 9, Number 10	1	1	1	3	2
Volume 9, Number 11	1	1	1	2	2
Volume 9, Number 12	2	1	1	2	2

Materials Distribution Data

Material Types	Safety			Workforce Development	Infrastructure Management
	Highway	Worker	Work Zone		
Publications	1,080	40	1,706	53	475
CDs					45
Videotapes					
DVDs					
Downloads					
Others [insert]		350	100		
TOTAL:	1,080	390	1,806	53	520



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Technical Assistance Data

Estimate the total percentage of time spent by your Center staff providing technical assistance during the past quarter: **30%**

Activities Related to Program Stakeholders

Organization	Activities					
	# of times center distributed information for this organization (mail, e-mail, fax, etc.)	# of joint training sessions	# of joint conferences	# of joint special programs	# of articles reprinted in LTAP/TTAP newsletters from this organization	# of center staff participating in national program efforts
National Stakeholders						
FHWA (HQ, Resource Center)	4	2			3	1
AASHTO					1	
NACE	1				1	1
APWA					4	1
TRB	2				1	1
Salt Institute						
State/Local Stakeholders						
FHWA Division						2
State DOT/govt	1					3
AASHTO Chapter						
NACE Chapter				1		2
APWA Chapter	4	1		1		2
ITE	1	2				1
Other Stakeholders						
NJ Society of Municipal Engineers						3
NJ Div of Highway Traffic Safety	3					2
NJ Asphalt Pavement Assoc.	3			1		1
NJ WZS Partnership	3				2	2



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1. Progress this quarter by task, with specific deliverables:

A. Maintain Contact Lists

- The contact list database was updated to include updated addresses for 2008 New Jersey county engineers, public works departments and current New Jersey Chapter APWA members.

Revisions/Deletions

Ongoing

B. Publish Newsletter

- 3,720 individuals received each issue of the newsletter. Three issues of the newsletter were produced during this quarter. Electronic distribution of the newsletter occurred via e-mail.

Volume 10, Number 1

January 2008

Volume 10, Number 2

February 2008

Volume 10, Number 3

March 2008

C. Distribute Technology Transfer Materials

- 3,549 technical materials were distributed this quarter.

NJDOT Work Zone Safety Setup Guide

January - March 2008

Pavement Distress Identification Guide

February 2008

New MUTCD Retro-reflectivity Requirements

February-March 2008

D. Provide an Information Service

Technical Assistance

Ongoing

NLTAPA Executive Committee Meeting

January 12-13, 2008

NLTAPA General Meeting

January 12, 2008

Transportation Research Board Presentation

January 15, 2008

TRB Tech Transfer Committee Meeting

January 16, 2008

NJ Work Zone Safety Partnership Meeting

January 17, 2008

NACE Meeting

January 18, 2008

NJ LTAP Stakeholder Meeting

February 1, 2008

NJ Police Traffic Officers Meeting

February 6, 2008

NJDHTS Safe Passages Committee Meeting

February 8, 2008

NLTAPA Executive Committee Meeting

February 11, 2008

NJ Work Zone Safety Partnership Meeting

February 21, 2008

APWA NJ Executive Committee

February 28, 2008

NJ Rutgers Asphalt Paving Conference

March 3-4, 2008



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NLTAPA Executive Committee Meeting	March 10, 2008
County and Municipal Traffic Engineers Meeting	March 11, 2008
NJ Work Zone Safety Partnership Meeting	March 25, 2008
APWA NJ Executive Committee Meeting	March 26, 2008

E. Training

Municipal Engineering Construction Inspection Part 1	January 16, 2008
NJDEP Update for Public Works	January 17, 2008
Systems Thinking Workshop	January 18, 2008
Work Zone Safety Awareness Program	January 18, 2008
Traffic Control Coordinator	January 22-25, 2008
Municipal Engineering Construction Inspection Part 1	January 23, 2008
Traffic Control Coordinator	January 29 - February 1, 2008
Municipal Engineering Construction Inspection Part 1	January 30, 2008
Work Zone Safety Awareness Program	February 4, 2008
Traffic Control Coordinator	February 5-8, 2008
Traffic Control Coordinator	February 12-15, 2008
Municipal Engineering Construction Inspection Part 2	February 13, 2008
Municipal Engineering Construction Inspection Part 2	February 20, 2008
Congestion Pricing	February 20, 2008
Transit Oriented Development	February 20, 2008
Municipal Engineering Construction Inspection Part 2	February 27, 2008
Work Zone Safety Awareness Program	February 29, 2008
Municipal Engineering Construction Inspection Part 1	March 5, 2008
Road Safety Audit Train the Trainer	March 6 & 7, 2008
Work Zone Safety Awareness Program	March 10, 2008
MUTCD Update	March 11, 2008
Traffic Control Coordinator	March 11-14, 2008
Municipal Engineering Construction Inspection Part 1	March 12, 2008
Traffic Control Coordinator	March 17-20, 2008
Hazards Associated w/Fertilizers, Insecticides, Herbicides	March 17, 2008
Grounds Maintenance Safety	March 17, 2008
Municipal Engineering Construction Inspection Part 1	March 19, 2008
Drainage Maintenance: The Key to Roads that Last	March 20, 2008
Asphalt Roads: Common Maintenance Problems	March 20, 2008
Traffic Control Coordinator	March 25-28, 2008
Road Safety Audit Train the Trainer	March 26 & 27, 2008
Municipal Engineering Construction Inspection Part 2	March 26, 2008
Introduction to Streetscapes	March 27, 2008
Landscape Restoration	March 27, 2008
Work Zone Safety Awareness Program	March 31, 2008
Traffic Control Refresher	March 31, 2008
Work Zone Safety NJ Specific	March 31, 2008



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F. Evaluate the Effectiveness of the Program

Course Evaluations
Stakeholder Meeting
January – March 2008 Quarterly Report

Ongoing
February 1, 2008
March 2008

G. Special Projects

TRB Presentation on Technology Transfer
Draft of 2006 Implementation Study Results
Interviews with NJDOT Research Customers

January 2008
January 2008
January-March 2008

2. Proposed activities for next quarter by task:

A. Maintain Contact Lists

- The mail list will be continually be updated on an as needed basis.

B. Publish Newsletter

- The NJ LTAP newsletter will remain on a monthly publishing schedule.

C. Distribute Technology Transfer Materials

- Technology transfer materials will be distributed during training programs, and by request. The lending library is always available.

D. Provide Information Service

- Technical assistance will be provided in response to any inquiries made via telephone, fax, or e-mail.
- NJ LTAP staff will attend the Region One LTAP Meeting April 8-9 in Rhode Island.
- NJ LTAP staff will attend the 9th Annual New Jersey Work Zone Safety Conference April 10, 2008.
- NJLTAP staff will exhibit at the Annual Public Works Expo April 22, 2008.
- NJLTAP staff will make a presentation at the New Jersey TransAction Conference April 3, 2008.



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- NJ LTAP staff will continue to serve as Representative of Region One to the National LTAP Association, as Chair of the Association's Internal Communications Workgroup, and on the NLTAPA Clearinghouse Committee.
- NJ LTAP staff will continue to serve on various committees of professional organizations.

E. Provide Training Courses

- Training programs are scheduled for the next quarter in the following areas:

Municipal Engineering Construction Inspection Program
Traffic Control Coordinator Program
Work Zone Safety Awareness Program
Road Scholar One Program
Road Scholar Two Program
Traffic Engineering
Transportation/Infrastructure Seminars

F. Evaluate Effectiveness of Program

- Evaluations will continue to be distributed at each program.
- A Stakeholder Committee meeting will be held in June 2008.
- A Steering Committee meeting will be held every other month and/or on an as-needed basis to review program activities and initiatives, as well as to set long-term goals.

G. Special Projects

- Attend NJDOT Research Project Quarterly Meetings
- Interviews with NJDOT Research customers
- Draft of 2004 and 2005 Implementation Study results

4. Progress on Implementation and Training Activities:

All of the activities of this technology transfer project, and their implementation dates are included above.



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5. Problems/Proposed Solutions:

Total Project Budget	\$60,000
Modified Contract Amount:	
Total Project Expenditure to date	\$17,859
% of Total Project Budget Expended	29.77%

NJDOT Research Project Manager Concurrence: _____ Date: _____